

Committee Progress Report

NOTE: ** = Required Field

****Type of report being submitted:** Committee Progress Report

****Date:** May 15, 2014

****Committee Name:** Awards Reception Committee

****Supervising Board Member:** Barbara Lewis

****Chair, Co-Chairs, Assistant Chairs:** Cheryl Lee, Chair

****Committee members:**

Cheryl Lee	lcherylc@gmail.com	chair
Claudia Guidi	claudia.guidi@gmail.com	
Emily Bullough	eebullough@gmail.com	
Michelle Demeter	mdemeter@fsu.edu	
Samantha Millsap	sam.millsap@gmail.com	

****Activity in Current Reporting Period**

Projects completed (for example, any procedures, tip sheets, checklists, etc. created during this period):

- Committee submitted the menu for the Awards Reception to Kim Redd.

a) Projects in progress but not yet completed:

- Coordinate with chairs of the NMRT Professional Development Grant Committee, the Shirley Olofson Memorial Award Committee, and the Annual Conference Professional Development Attendance Award Committee to plan the presentation of awards
- Publicize the event using social networking tools, ALA Connect, and library listservs.

**** Action Items/Issues to be Resolved (What is left to do, based on your Planning Report? Have there been any substantial changes in plans since then? What items, if any, have been deferred until next year?):**

- NMRT article for Footnotes

Financial Report Section:

Your budget appropriation (see budget)	a. \$1403.00
Amount which you have spent so far this year	b. \$1430.64
Your estimated additional expenses this year	c. \$0
Total of amount spent and additional "estimated" expenses for this year (b+c)	d. \$1430.64
Difference between budgeted amount and total expenses from above (a-d)	e. \$27.64

****Report submitted by:** Cheryl Lee, chair

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